

ST. JOSEPH COUNTY BOARD OF HEALTH
ST. JOSEPH COUNTY, INDIANA

Regular Meeting

MINUTES

May 26, 2024,
4:30 p.m.

Council Chambers, 4th Floor
County City Building, South Bend, IN

Members Present:

John Linn, P.E.
Robert Hays, MD,
Elizabeth Lindenman, MD
Ellen Reilander, Esq.
Jill Kaps VanBrouaene
Kristin Vincent, CNM

Members Absent:

Vacant Position
Vacant Position
Vacant Position

Also Present:

Michelle Migliore, D.O.
Diana Purushotham, MD
Michael Wruble
Jennifer S. Parcell
Mark Espich
Ericka Tijerina
Alissa Balke
Carolyn Smith
Renata Williams

Brett Davis
Amy Ruppe
Jenna Rose
Matt Gotsch
Ashley Helman, RN
Kim Dreibelbeis
Johnathon Carmona
Karen Teague - Zoom
Marcellus Lebbin, Esq., Counsel

I. CALL TO ORDER & ROLL CALL

The regular meeting of the St. Joseph County, Indiana Board of Health was called to order at 4:30 p.m.

II. ADOPTION OF THE AGENDA

It is recommended the Board of Health members adopt the agenda for June 26, 2024.

John Linn asked for the agenda to be amended to remove item III. Election of BOH Vice President as nominations and discussion will take place earlier in the agenda as item 24-21.

Upon a motion by Ellen Reilander, Esq, being seconded by Robert Hays, MD and unanimously carried, the agenda for June 26, 2024, was adopted, as amended.

24-21 Discussion and Vote – Nominations for Vice President of the Board of Health.

Ellen Reilander, Esq. nominated Elizabeth Lindenman, MD as Vice President of the St. Joseph County Board of Health.

Upon a motion by Ellen Reilander, Esq., being seconded by Robert Hays, MD and unanimously carried, Elizabeth Lindenman, MD was elected as Vice President of the St. Joseph County Board of Health.

III. ELECTION OF BOH VICE PRESIDENT

NOTE: This item was deleted from the agenda as a discussion and vote was done earlier in the meeting.

IV. APPROVAL OF MINUTES

It is recommended the Board of Health members approve the minutes of the regular meeting of May 15, 2024.

Ellen Reilander, Esq. asked that on page three, item 24-20 Discussion and Vote on 2025 Budget – County Health Department the third bullet be revised to state, “Removed one unfilled EHS due...”. And the fifth bullet to be revised to state “Removed vector program funding since...”

Upon a motion by Elizabeth Lindenman, MD, being seconded by Robert Hays, MD and unanimously carried, the minutes of the May 15, 2024, regular meeting of the St. Joseph County Board of Health were approved, as amended.

V. BOARD PRESIDENT ANNOUNCEMENTS

John Linn welcomed Dr. Migliore to the Department of Health as the new Health Officer.

VI. HEALTH OFFICER PRESENTATION and REPORT

- 24-22 Discussion and Vote –Health Officer’s Report
 - Community Access, Resources, and Education (CARE)
 - Community Partnerships and Development
 - Environmental Health
 - Finance
 - Food Services
 - Nursing – Immunizations, Mobile Clinic & Public Health Nursing
 - Vital Records – Unit Spotlight
 - Lead Report
 - Health First Indiana (HFI)

Dr. Migliore asked if there were any questions on the Health Officer’s Report, there were no questions, so she asked Mark Espich, Director of Environmental Health to talk about HB 1329 – Property Transfers and the changes taking effect on July 1, 2024.

Mark Espich explained House Bill 1329 that recently passed that prohibits septic inspections for property transfers starting July 1, 2024 outside the sole source aquifer. The Department of Health will still be requiring property transfers when the property is within the sole source aquifer. It would be required if the home had not been transferred within the last 15 years or a new system was installed. Water testing requirement will remain in effect for property transfers. They will have to provide a water test or proof of city utilities. The Department of Health also, can not collect a fee for the property transfer. Environmental Health will be having a meeting with the three big title companies tomorrow (06/27/24). The Department of Health will be putting together a FAQ to help the title companies and realtors with this change. The Department of Health will lose \$350,000 – \$400,000 a year from not being able to charge for property transfers.

Brett Davis, Vector Coordinator stated The Department of Health is watching the mosquitos for West Nile since one mosquito was recently detected in Elkhart County. The Department of Health has begun testing and tracking for West Nile. The Department of Health has done more tick surveillance than we have in the last 5 years. The Department of Health was out at the Res in Mishawaka for three days. Mishawaka schools had their 3rd and 4th graders there learning about composting, recycling, and insects.

Ericka Tijerina, Director of Vital Records presented the Vital Records spotlight highlighting the services they provide, the purchase of a new microfilm reader, the paperless application process coming soon, restoring 128 books of vital records dating back to 1882 to 1955 and House Bill 1457 which allows anyone born in the state of Indiana to obtain their birth certificate at any Department of Health in the State of Indiana. Previously, one had had to go to the City/County in which they were born in to obtain the records.

Upon a motion by Ellen Reilander, Esq, being seconded by Jill Kaps VanBruaene and unanimously carried, the Health Officer’s Report was approved.

VII. NEW BUSINESS

24-23 Discussion and Vote – Job description – Perinatal Education & Program Coordinator (CARE)

Renata Williams, Director of Community Access, Resources and Education (CARE) stated the purpose of the vote was to update the job description as follows:

“Maintains complete and accurate records of services provided, updating client records, entering data in appropriate database or software, and preparing required reports. Prepares monthly reports on program activity and submits to Director of CARE /Maternal and Infant Health Coordinator accordingly”.

“Collaborates with the Maternal Infant Health (MIH) Coordinator to develop programming (e.g., maternal and child health education to promote positive health behavior changes), monitor program implementation, and evaluate its effectiveness”.

Upon a motion by Elizabeth Lindenman, MD. being seconded by Jill Kaps VanBrouaene and unanimously carried the job description for Perinatal Education & Program Coordinator was approved.

24-24 Discussion and Vote – Donation of items for School Health.

Ashley Helman, RN, School Health Liaison requested that the Department of Health be able to accept donations of clothing, packaged food, personal hygiene products to be distributed to schools on an emergency basis.

Upon a motion by Ellen Reilander, Esq. being seconded by Elizabeth Hays, MD and unanimously carried the school Health donations to support school health in St. Joseph County were approved.

VIII. GRANT REQUESTS

There were no grant requests.

IX. OLD BUSINESS

There was no old business.

X. PUBLIC COMMENT (3 Minute Limit)

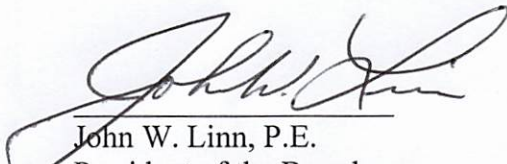
No one signed up for public comment.

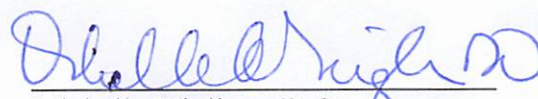
XI. TIME AND PLACE OF NEXT REGULAR MEETING

July 17, 2024 – 4:30 p.m. 4th Floor Council Chambers.

XII. ADJOURNMENT

Upon a motion by Ellen Reilander, ESQ, being seconded by Elizabeth Lindenman, MD the regular meeting of the St. Joseph County, Indiana Board of Health was adjourned at 5:29 p.m.


John W. Linn, P.E.
President of the Board


Michelle Migliore, D.O.
Secretary of the Board